

# Organisation Address Update Form

Please complete this form if your organisation is or has recently changed address, this will ensure that your company details are up to date on the Royal Mail Postcode Database.

Old Company Address	
Company Name .....	
Property Name .....	(If applicable)
Property Number .....	(If applicable)
Thoroughfare .....	
Post Town .....	Post Code .....



New Company Address	
Property Name .....	(If applicable)
Property Number .....	(If applicable)
Thoroughfare .....	
Post Town .....	Post Code .....

<b>I confirm that I have the right to change the detail of the above named company:</b>	
Signed.....	Print.....
Date .....	
Position Held in Company .....	
Email Address .....	Contact Phone Number.....

Please return form to: Postcode Dept., POHQ, Spring Valley Industrial Estate, Douglas, ISLE OF MAN, IM2 IAA. Alternatively you can telephone 698411 or Email [postcodes@iompost.com](mailto:postcodes@iompost.com) with any queries.

Isle of Man Post Office takes your privacy seriously. The information you provide on this form will only be used for the delivery of this service and held in accordance with the Isle of Man General Data Protection Regulation. For the full privacy notice please visit: [www.iompost.com/Privacy](http://www.iompost.com/Privacy)